

PASCOAG UTILITY DISTRICT - BOARD OF UTILITY COMMISSIONERS MINUTES

The regular meeting of the Pascoag Utility District Board of Utility Commissioners was held on Monday, November 23, 2015, at 6:00 p.m. in the District office, 253 Pascoag Main Street, Pascoag, RI.

Members Present: Chairman Albert Palmisciano, Commissioners Richard Jenks, Michael Kogut and Doug Lees

Members Absent: Ann Polacek

Also in Attendance: Michael Kirkwood, General Manager; William Bernstein, General Counsel

Chairman Palmisciano opened the meeting at 6:00 pm.

1. Pledge of Allegiance

2. Public Comment

Mr. Jenks said he took a ride to the project on Reservoir Rd and it looked good and the foundations of five houses were already up.

3. Committee Comments

4. Good and Welfare of the District

A. Docket No. 1725

Ms. Round reviewed the customer shut off information. There were 37 standard customers, no protected status customers and 5 financial hardship customers, terminated in the month of October. Pascoag Utility District sent out 1,033 disconnection notices for customers whose past due balances were more than \$50.00. Motion to receive and file made by Mr. Kogut, seconded by Mr. Jenks. The vote in favor was unanimous.

B. Exxon Settlement Fund

Ms. Round reviewed the Exxon Settlement Fund. The Fund balance was \$950,503.05. The CD account balance \$512,106. Motion to receive and file made by Mr. Jenks, seconded by Mr. Lees. The vote in favor was unanimous.

C. CSR Position

Mr. Kirkwood announced that the position for CSR has been filled by Tori Rivet. She's doing an excellent job and everyone is pleased with the progress she is making while she's training.

D. Board Positions

There were four people that put in for the Board position and two people for the moderator position. The positions will be voted on at the Annual Meeting.

E. Annual Meeting Ad

Mr. Kirkwood reviewed the ad that will be going in the Bargain Buyer for the next two weeks, regarding voting on the cleaning and cement lining of the water mains in Pascoag.

F. Auditors

Ms. Round stated that the auditors will be in house starting Monday. They are trying to get in early so they can finish the audit sooner.

G. RIGNEF

Mr. Kirkwood stated that the GNEF committee has selected a new vendor to administer the fund. The United Way of Rhode Island has replaced the Salvation Army.

5. Approval of Minutes

- Bylaw Subcommittee- October 26, 2015**

- **Finance Subcommittee-October 26, 2015**
- **Regular BUC Meeting-October 26, 2015**

Mr. Jenks made a motion to accept the minutes as submitted, seconded by Mr. Kogut. The vote in favor was unanimous.

6. Unfinished Business

7. New Business

8. Financial Reports

A. Electric Department- September 2015

B. Water Department- September 2015

Ms. Round reviewed September's electric and water financial statements. Management is looking at an 11.8% rate reduction to electric rates next year. Mr. Jenks made a motion to accept the financial reports, seconded by Mr. Lees. The vote in favor was unanimous.

9. Executive Session

To go into Executive Session for the discussion of the job performance of the General Manager, to R.I.G.L. 42-46-5(a)(1). The minutes of said meeting shall remain confidential for as long as necessary pursuant to RIGL 42-46-5, until a majority of the Board shall vote to open said minutes as provided for and subject to the open meetings.

Mr. Kogut made a motion to enter Executive Session at 6:32 PM, seconded by Mr. Jenks. The vote in favor was unanimous.

Mr. Kogut made a motion to exit Executive Session at 6:41 PM,

seconded by Mr. Jenks. The vote in favor was unanimous.

10. Action Item: Extension of General Manager's Contract

Mr. Jenks made a motion to authorize the Chairman to sign the extension of the General Manager's contract as amended, seconded by Mr. Lees. The vote in favor was unanimous.

11. Adjournment

Mr. Lees made a motion to adjourn, seconded by Mr. Jenks. The vote in favor was unanimous. Meeting was adjourned at 6:45PM

Michael Kogut, Secretary

Board of Utility Commissioners

Desarae Dolan, Recording Secretary